

THE CUTLER
MAIL-CHUTE

THE CUTLER MAIL CHUTE

THE MODERN METHOD
OF POSTING LETTERS IN
THE UPPER STORIES OF
BUILDINGS

¶ ¶ ¶ BUILDINGS ¶ ¶ ¶

*Manufactured and Installed under
the Cutler Patents solely by the*

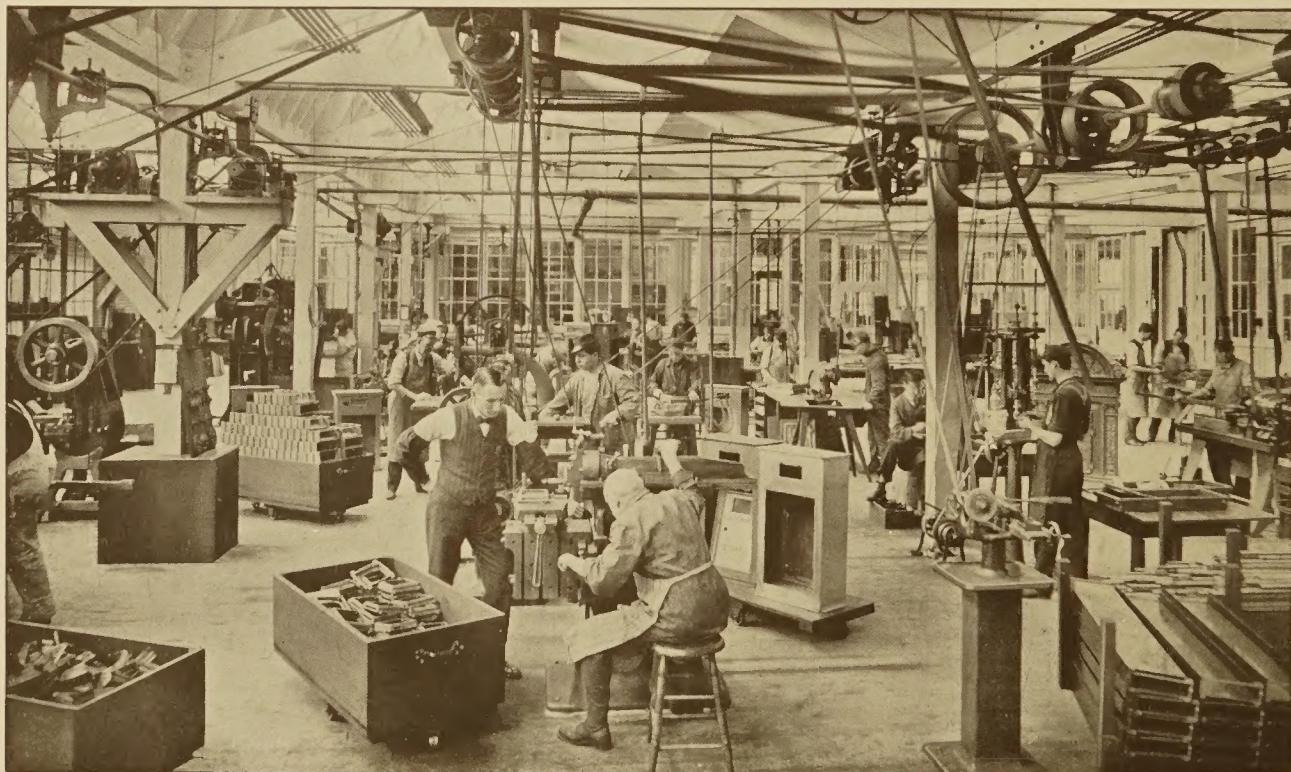
CUTLER MAIL CHUTE CO.
ROCHESTER, N. Y.
U. S. A.

FACTORY OF THE CUTLER MAIL CHUTE CO. AT ROCHESTER, N. Y.

Designed, built and equipped exclusively for
the manufacture of the Cutler Mail Chute



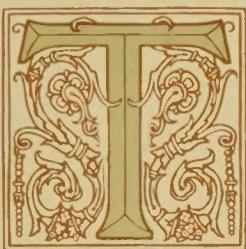
GENERAL EXTERIOR VIEW



INTERIOR MAIN SHOP

Plating, Japanning, Sandblasting, Stock Rooms, Etc., not shown

The CUTLER MAIL CHUTE



HE modern method of mailing letters from the upper stories of buildings was introduced in the United States in 1883 by the original inventors and patentees, the Cutler Manufacturing Co., and from modest beginnings the business of manufacturing and installing the Cutler Mail Chute under the Cutler Series of Patents has become a well-known and important American industry. In 1884 four of these Mail Chutes were *Historical* installed; at the present time there is no office building or hotel of any consequence in the United States which is not equipped with this modern convenience, and it is also in use in public buildings, apartment houses, hospitals, colleges, indeed buildings of every class in which mail originates in the upper stories.

For a number of years the United States Post Office authorities did not recognize the Mail Chute, and letters deposited in it received no attention until they had reached the *Post Office Recognition* Mail Box in the ground story. Blockades, if they occurred, were cleared by an attendant of the building, and the words "U. S. Mail" were not allowed to appear upon the Chute in the upper stories.

At the present time, however, the Cutler Mail Chute is made under authority of the Post Office Department, and installed with the approval of the local Postmaster. The work finished, the Government lock applied, and the collection service begun the equipment becomes a part of the Postal System under the care and custody of the Post Office Department and Letters deposited in the Chute are considered legally "mailed".

It is of the utmost importance that the Mail Chute, provided for the use of the public, should be of the best possible design and

construction. Moreover it can be installed only with official authority and under the protection of such laws as protect other appliances used in handling the mails. A person having a letter to post, deposits it in a street letter box without a thought as to whether that particular Box is authorized by the postal authorities or not. He knows that no street boxes exist that are not so authorized.

Importance of Protection and Proper Design and Construction

It is obvious that a person, in an upper story of a building, having a letter to mail must also be assured that the Mail Chute provided is of proper design and construction to insure successful operation, and is installed by authority of the Post Office Department, and under proper protection. For this reason, Regulations governing the construction and location

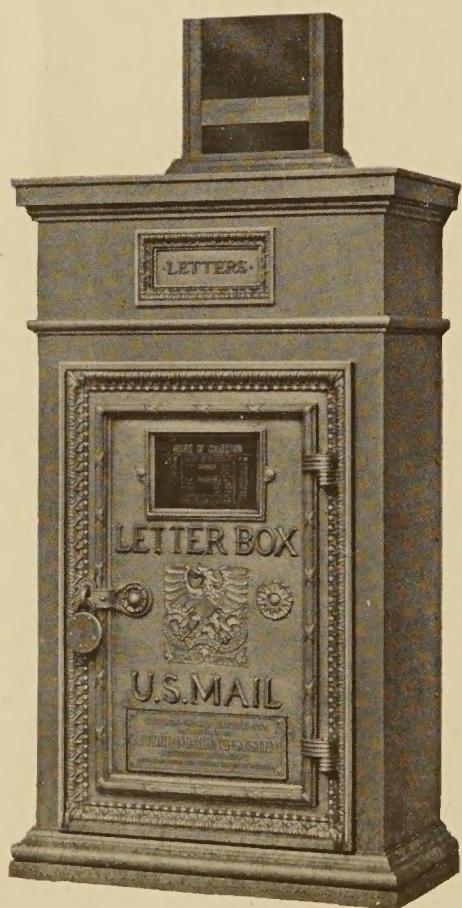
of Mail Chutes are issued by the U. S. Post Office Department and strictly enforced.

Although the Cutler Mail Chute is designed and

Accessibility to Authorized Persons Required

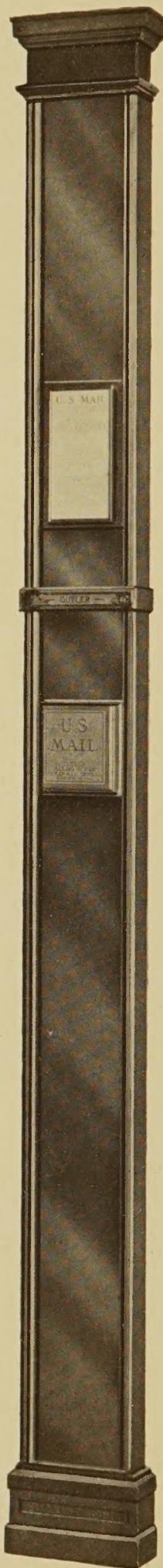
made so as to offer no obstruction to mail de-

posited in it, blockades are bound to occur occasionally through misuse or abuse; the introduction of folded pamphlets or other bulky objects, etc. To safeguard mail that may be caught in



U. S. Mail Box, design No. 1165.
Furnished with standard equipment.

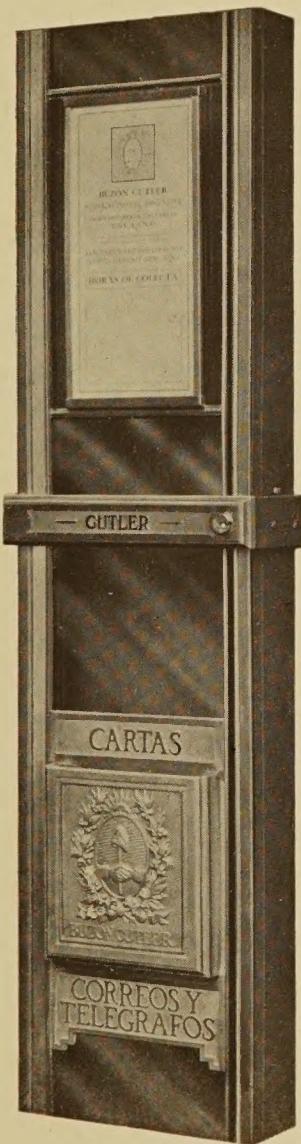
A full story Model F type showing finish at floor and ceiling.



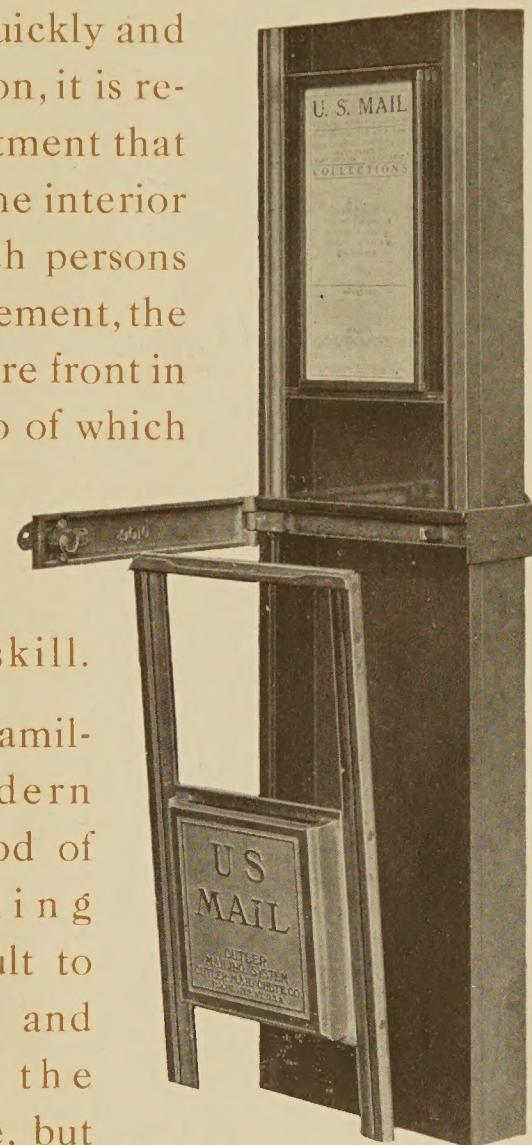
such blockades and yet allow it to be quickly and easily removed by an authorized person, it is required by the U. S. Post Office Department that all Mail Chutes shall be made so that the interior is quickly and easily accessible to such persons but not to others. To meet this requirement, the Cutler Mail Chute is made with its entire front in the form of plate glass panels, any two of which are released by the turn of a key, and can then be removed and replaced without the use of tools or the exercise

of mechanical skill.

To persons unfamiliar with the modern *value of* method of **Mail Chute** mailing letters, it is difficult to explain the value and importance of the Cutler Mail Chute, but when it is remembered that the Postal Service, which will move a letter in any other direction, has no other method for bringing it down stairs and that a large proportion of mail originates in the upper stories of buildings, it will be seen that the Cutler Mail Chute forms a very important link in the Postal Service.



Detail showing Model F with panels closed and locked. Inscription and insignia as used in Argentina.



Detail showing Model F type unlocked with panels released and lower one removed.

It is an interesting fact that a postage stamp that will carry a letter half way around the world on the ground level will not move that letter an inch in an upper story of a building not equipped with the Cutler Mail Chute. The

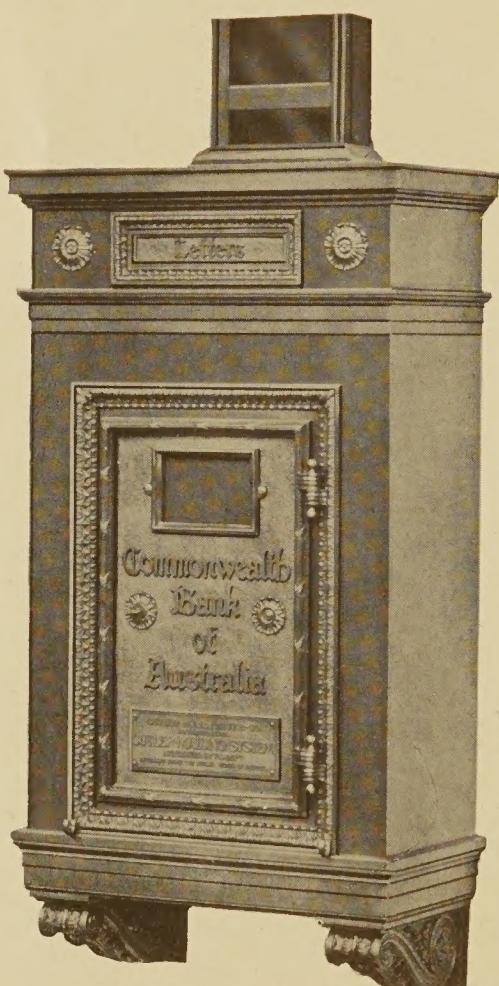
stamp under such conditions is worthless for this purpose. Install this modern convenience and the stamp begins its activities immediately outside the letter-writer's door. The Cutler Mail Chute, then, plays just as much part in the transportation of a letter, in proportion to distance and direction, as a railway or steamship line; it gives the tenant the benefit of the postal service by bringing him practically within reaching distance of the Post Office.

With this system, the risk of loss or delay of letters through the carelessness of messengers is eliminated and in addition to the advantages of greater security and better service to the tenant, the saving effected in the cost of elevator operation is alone

sufficient to justify
the cost of installa-
tion.

The use, or rather misuse, of the elevator for the purpose of mailing letters costs much more than was realized before the introduction of the Mail Chute, which not only stops this loss but leaves the elevator to its legitimate use of carrying passengers up and down stairs. The saving effected by the use of the

Full Story
Model F
Partly Opened.



Stock U. S. Mail Box design
No. 2400 showing special in-
scription for buildings in
Sydney, Australia.



mail chute is itself more than sufficient to justify the installation.

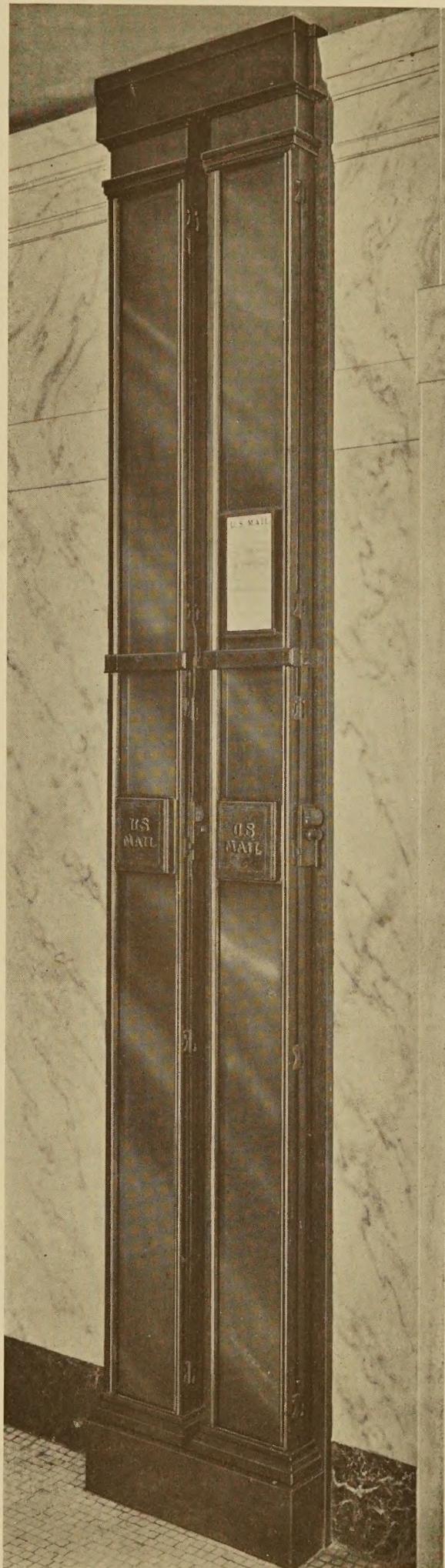
The Cutler Mail Chute is furnished in a number of forms, two of which, Model F and Model C, are illustrated here; also a few of the many different designs of the U. S. Mail Boxes that are installed with it.

In addition to this stock work, we furnish special designs when desired and by using stock models and patterns in part, satisfactory results can often be secured at comparatively low cost. Such a piece of work is illustrated on page 8.

In buildings of great height or where the mail is unusually heavy, it is customary to duplicate the mail chute, and many of the larger and more important buildings are equipped with one or more pairs of chutes as illustrated here. In the Woolworth Building six Mail Chutes are installed, one pair of which extends up into the fifty-fifth story. The Equitable Building is equipped with four pairs of

Cutler Mail
Chutes ex-
tending into

Twin Mail Chutes Model C
Installed in the Telegraph
and Telephone (Western
Union) Building, New York
City.



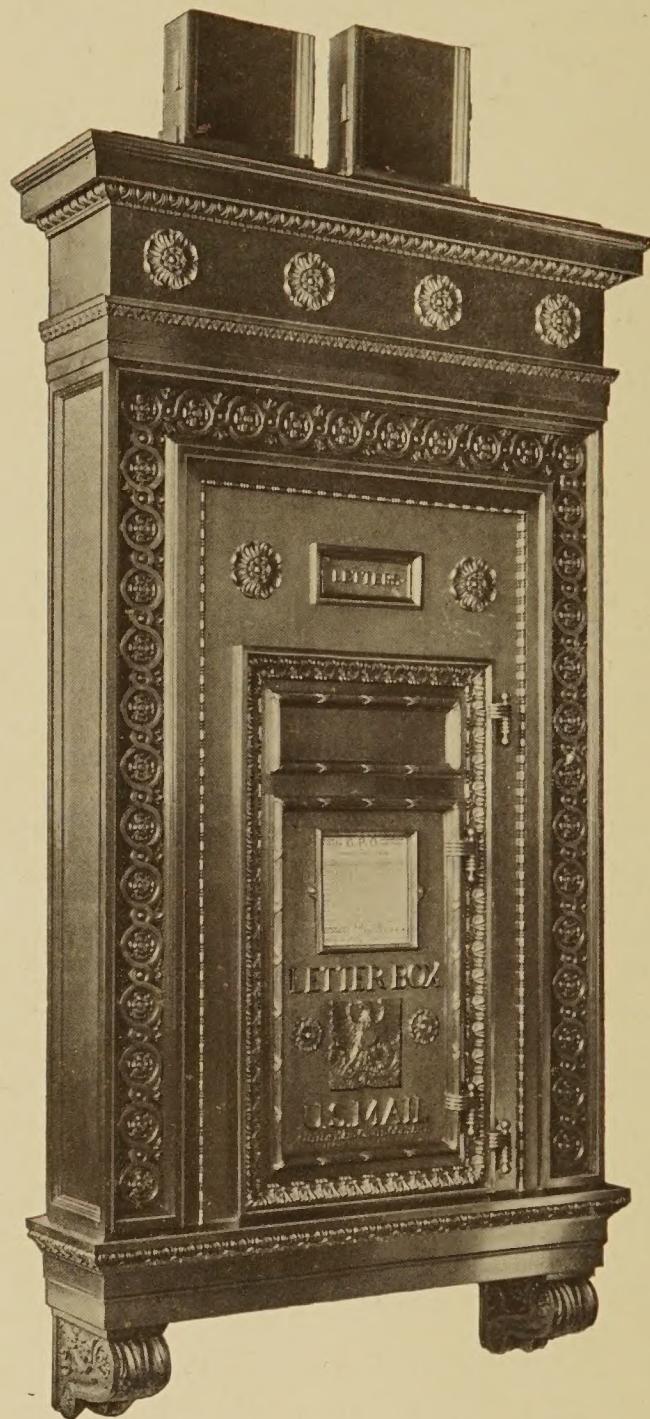
the thirty-seventh story, aggregating two hundred and ninety-six (296) stories.

These Mail Chutes are of the Model C type with fronts hinged at one side and secured at the other by special locking mechanism (see page 7). This type of Mail Chute is recommended where the mail is unusually heavy and blockades, if they occur, must be cleared in the least possible time.

The examples referred to are selected from a long list of widely distributed buildings.

The Cutler Mail Chute is provided with means of closing the letter openings in the different stories, controlled by the Postal authorities. When the chutes are installed in pairs, each chute is closed in alternate stories so that the number of inlets is reduced by half. By this means the mail is divided and overcrowding and blockades avoided. In a building equipped with twin mail chutes, the service can be maintained uninterruptedly by means of one chute temporarily while the other is closed for cleaning or repairs.

Descriptive circulars, details and specifications will be sent on application, also an estimating form outlining the information that we require in making up our estimates.



Bronze front of special U. S. Mail Box No. 2126 designed for the Adams Express Building, New York City.

AT
4559
097
917

AVERY LIBRARY
COLUMBIA UNIVERSITY

